

# MINUTES

## Workforce Connection

Of Central New Mexico

## Youth Council

Thursday, March 8, 2007

4:00pm

Mid-Region Council of Governments

**Call to Order** - 4:00pm - by Mary Lee Martin

**Roll Call and Determination of Quorum** – Jerilynn Sans

### **Present**

Mary Lee Martin  
Marty Mondragon  
Emily Salazar  
Michael Stanton

### **Excused**

Rosa Auletta  
Bob Davey  
Helen Lopez

### **Absent**

Susan Brower  
John Dantis  
Willard Reger  
Maria Rinaldi  
John Sapien

*(No quorum was established)*

### **Approval of Thursday, March 8, 2007 Agenda**

**Motion:** Michael Stanton  
**Second:** Marty Mondragon  
**No Discussion**  
**Action:** Passed by voice vote

*The minutes were reviewed. The Chair decided to approve the November 9, 2007 minutes at the next meeting. Quorum changes to the amended WCCNM Bylaws were discussed.*

**Tab 1. Approval of Minutes, Youth Council: November 9, 2006**

**Tab 2. Monthly Expenditure Report - by Jan Borchardt**

- Jan Borchardt discussed the Youth Provider expenditure reports for the month ending February 28, 2007.
- The Youth Services Program Operator expenditures for the year-to-date were at fifty-one percent, which is on target.
- Thirty five percent of expenditures were on YDI participant services. Additional youth program funds can be carried over to the next program year.
- The PY06 Summer Work Academy will have a total of one hundred thirty-four and eighty-four dollars (\$134,084) for start-up.

**Questions and Comments Followed**

*(Due to lack of quorum, meeting consisted of Discussion Items only)*

<b>FINAL ACTION ITEMS</b>
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*(The 2007 Youth Summer Work Academy Memorandums of Understanding were presented to the Youth Council and discussed. Tab 3 will be an action item for the April 12, 2007 agenda.)*

**Tab 3. Approval of 2007 Youth Summer Work Academy Memorandums of Understanding – Background by Jerilynn Sans**

- Jerilynn Sans presented the boilerplate Memorandums of Understanding (MOU) for the operation of a Summer Work Academy (SWA) in Bernalillo, Sandoval Torrance and Valencia counties.
- The PY03 SWA is organized to bridge youth's transition from high school to postsecondary education and/or the workplace.
- Each county will be responsible for administering the programs for their respective areas.
- Funding for the Summer Work Academy will remain contingent upon statewide monetary support from the legislature.
- Ms. Sans requested that members review the boilerplate language of the MOU and provider her with any questions/feedback before the next Youth Council meeting.

**Questions and Comments Followed**

<b>INFORMATION AND DISCUSSION ITEMS</b>
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**Tab 4. Update on Model One-Stop Status - By Jerilynn Sans**

- Ms. Sans stated that approval was granted to lease the building on San Mateo and Central for the Bernalillo County Model Business and Career Center.
- Weekly meetings have been held with staff of the Business and Career Center to create an integrated center geared toward employment.
- Ms. Sans presented the Site Manager's Report and discussed the accomplishments to date and current tasks we are working on.
- Several of our Partners will be housed in the Model Business and Career Center.

**Questions and Comments Followed**

#### **Tab 4. Youth Service Provider Request for Proposal - By Jerilynn Sans**

- Jerilynn Sans stated that the Youth Service Provider Request for Proposal (RFP) is currently being developed.
- A committee has been coordinated for the oversight and development of the Youth Service Provider RFP.
- The RFP will be released in April 2007 and a contractor will be chosen by July 1, 2007.

#### **Discussion and Comments Followed**

### **REPORTS**

#### **• Administrative Reports**

- Ramona Chavez stated that monitoring letters will be sent to the WIA contractors by next week.
- The on-site monitoring is anticipated to take place in April 2007.

#### **Discussion Followed**

#### **• Public Comment - None**

**Adjournment – 4:40pm**

### **NOTES**

#### **Next Meeting:**

**Date:** Thursday, April 12, 2007  
**Time:** 4:00pm  
**Location:** Mid-Region Council of Governments

*Anyone requiring special accommodations please notify the MRCOG office at 247-1750 seven (7) days prior to the meeting.*